

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, JUNE 5, 2019
COMMITTEE ROOM**

Members Present: Malay, Smunt, Norris, Kessler, Krahenbuhl, Pretz

Members Absent: Mann

Also Present: Russell Colby, Community Development Division Manager
Rachel Hitzemann, Planner

1. Call to order

Chairman Norris called the meeting to order at 7:00 p.m.

2. Roll call

Ms. Hitzemann called roll with six members present. There was a quorum.

3. Approval of Agenda

The following items were added:

9d. 21 S. 4th St.

10b. History Museum Tour

4. Presentation of minutes of the May 15th, 2019 meeting

A motion was made by Dr. Smunt and seconded by Ms. Malay with a unanimous voice vote to approve the minutes of the May 15th, 2019 meeting.

5. Preliminary Reviews – Open forum for questions or presentation of preliminary concepts to the Commission for feedback

None.

6. Landmark Applications

None.

7. Certificate of Appropriateness (COA) applications

a. 12 S. First St. (signs)

This item was discussed at a previous meeting.

A motion was made by Dr. Smunt to table the discussion. The motion was then withdrawn before a second could be made.

The following changes were made to the original proposal.

- The awnings along 1st Street were removed.
- The vertical projecting sign on the container bar was removed.
- The projecting sign along 1st Street was changed to a rotating sign.

A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to approve the COA subject to zoning compliance.

b. 318 Walnut St.

Mr. Bob McDowell, from McDowell Remodeling, was present to discuss the changes that were made based on feedback from the previous meeting. These changes include:

- Extending the building 10 feet forward to create a new waiting room and a dental laboratory.
- Building a covered porch and extending the stairs. Adding a ramp to meet A.D.A. requirements.

Further changes are still being considered. Full architectural plans will be provided at a later date.

Dr. Smunt suggested using 4 inch casings and a 6 inch heading on the windows with nothing smaller than a 4 inch corner trim. He also supported the use of a 4 inch reveal on the Hardie or SmartSide siding.

A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to table the COA approval until final drawings are presented.

8. Grant Applications

None.

9. Other Commission Business

a. Variance Application for 318 Walnut St.

A motion was made by Ms. Malay and seconded by Mr. Krahenbuhl with a unanimous voice vote to recommend to the Zoning Board of Appeals a variance on this property.

b. Election of Officers

A recommendation was made to nominate Chairman Norris to continue as Chairman and Dr. Smunt as Vice Chairman.

A motion was made by Mr. Pretz and seconded by Ms. Malay with a unanimous voice vote to appoint Fred Norris as Chairman and Steve Smunt as Vice Chairman for the 2019/2020 fiscal year.

c. Comprehensive Plan Property Review

Mr. Colby presented a summary of the notes from the discussion at the previous meeting.

A motion was made by Ms. Malay and seconded by Mr. Krahenbuhl with a unanimous voice vote to approve the summary of comments regarding the Comprehensive Plan structures based on the draft of June 5th.

d. 21 S. 4th St.

The owners are interested in replacing the shingles on the hood of the window and would like to match the architectural shingles that are going to be placed on the rest of the house. Other options were discussed at a previous meeting, but a decision was never made on the type of shingles to be used. The Commissioners were asked for further comments on the use of the same asphalt shingles as on the roof. They were not in favor of doing this. The Commissioners were open to considering a replacement that was similar in style, but noted they would like to see a sample before making a final decision.

10. Additional Business and Observations from Commissioners or Staff

a. Landmark Discussion for 218 Park Ave.

Mr. Pretz requested final comments/corrections in order to finalize the application. He pointed out the significance of the building is that it was built in 1853 and is an original structure in its original location. It is the oldest home in the Pottawattamie area.

Dr. Smunt suggested listing the foundation as limestone and noted the seven casement windows on the S.E. corner are non-contributing.

b. History Museum Tour

Mr. Krahenbuhl attended the Pottawattamie event hosted by the museum.

11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, June 19, 2019 at 7:00 P.M. in the Committee Room.

12. Public Comment

Chairman Norris and Mr. Pretz attended the City Council meeting and accepted the proclamation.

13. Adjournment

With no further business to discuss, the meeting adjourned at 8:08 p.m.